

2023-2024 London Athletic Booster Club Bylaws

Name

The name of the organization shall be the London Athletic Booster Club (LABC) here in after referred to as the Booster Club.

Address: PO Box 271116, Corpus Christi, TX 78427

Purpose

The purpose of the Booster Club is to enhance the academic experience here at London Independent School District, here in after referred to as London, through the athletic program. This club supports all student-athletes of London in the Middle School and High School levels participating in UIL related sports.

Objective

The Objectives of the Booster Club are as follows:

- Encourage enthusiastic support for the entire athletic program and all of its participants regardless of sex, race, socioeconomic status or chosen sports activity
- Promote school spirit and sportsmanship and encourage attendance at all London Pirate athletic events.
- Award scholarships to student-athletes which help with post-secondary education.
- Provide supplementary financial support for the various athletic activities at London.
- Aid the coaching staff in organizing and staging specials events and projects.
- The activities of the Booster Club shall not conflict with the policies of the school officials of London or the University Interscholastic League, here in after referred to as UIL.
- The Booster Club shall be a non-profit, non-partisan, non-shareholding, non-commercial and non-bargaining organization

Non-Profit Status

Said organization is organized exclusively for charitable and educational purposes, including, for such purposes the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code. Notwithstanding any other

provisions of the bylaws, the Booster Club shall carry out activities permitted by an organization exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue Law or by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986 or the corresponding provisions of any future United States Revenue Law.

Article II

Membership

Membership is open to all interested persons desiring to support the above purposes of the organization that are current on their membership dues. All paid members may vote in the business of the Booster Club. In the event there is a conflict of interest, business members shall abstain from voting.

- A membership fee, established by the Executive Board, shall accompany each application for membership and shall become property of the Booster Club.
- A membership entitles one adult/household member to vote. A family membership entitles two adult/household members to vote.
- All members in good standing as of September 1st of the fiscal year shall be entitled to vote and to participate in the Booster Club activities.
- Only students of Booster Club members in good standing as of September 1st of the fiscal year are eligible for Athletic Scholarships.
- Members in good standing are expected to follow rules and regulations of London, UIL, the Booster Club and their respective officers and officials. Further, members are expected to exhibit behavior and decorum normally associated with good sportsmanship and to not have debts to the Booster Club.
- The Booster Club may revoke any member's membership, except the ex-officio membership, in the Booster Club by a two-thirds vote of the Booster Club membership present at the meeting when the vote is taken. The vote shall be held only after the member in question has received two weeks written notice of the intention and reason to revoke membership and after said member is allowed to address the Booster Club for a reasonable time. The President, or in his/her absence the Vice-President of the Board of Directors shall be the sole judge of reasonable time, but such time shall not be less than 20 minutes. The vote must be at a regular scheduled Booster Club meeting or at a designated Special Booster Club meeting which is announced

at a regular Booster Club meeting.

- In special circumstances, fees can be waived at the discretion of the board on a case by case basis.

Article III

Officers

1. All officers must be members in good standing by September 1st of each fiscal year.
2. Elected Officers of Booster Club shall consist of a President, a Vice-President, a Recording Secretary, and a Treasurer.
3. Offices will lose their position once absent three consecutive meetings.

Elections

Officers shall be elected by a majority of the voting membership present at the Annual Business Meeting.

Nominations

Nominations shall be taken during the March board meeting. Nominations can only be made by members in good standing. Nominations shall be posted and voted on during the April regularly scheduled membership meeting.

Terms of Office

A term is two fiscal years, July 1 through June 30. An individual may not serve in the same elective capacity for more than two consecutive terms.

Vacancy

The President, with approval of the Executive Board, shall appoint any office vacancy, other than the Presidency. A vacancy in the office of the President shall be filled by a majority vote of the Executive Board at their meeting after the vacancy occurs.

Article IV

Duties of the Officers

President:

- Preside at all meetings;
- Responsible for developing and coordinating all projects and programs undertaken by the Booster Club or Sport Representative;
- Serve as ex-officio member of all committees'
- Serve as primary spokesperson for the Club, except as otherwise specified;
- Direct goals and budget performance and keeping the meetings to the items on the agenda
- Appoint all standing committee chairs, Parliamentarian, and any ad hoc committee members

Vice-President:

- Shall preside in the absence of the President;
- Shall coordinate projects that the Booster Club engages in for that year;
- Shall keep a calendar of all special projects and activities in order to avoid conflicts;
- Other duties assigned by the President

Secretary:

- Shall keep the minutes of the Booster Club meetings and a current membership roster;
- Shall post notice of monthly meetings and any changes in meeting dates and/or times;
- Other duties as assigned by President.

Treasurer:

- Shall maintain a complete set of books of account in accordance with generally accepted accounting principles and practices;
- Shall make disbursements from encumbered funds and the general fund;
- Shall pay expenses approved by the Executive Board;
- Shall receive and deposit monies of the Booster Club's checking account using the London Athletic Booster Deposit Form;
- The Treasurer and President will sign checks on the Booster Club bank account;
- Shall report the amount of money available in the general fund and encumbered funds at each monthly General Membership Meeting, along with an itemized list of funds disbursed during the month;

- Provide certification of qualified tax exempt donation upon request.

Parliamentarian

- Ensure parliamentary procedures are followed during all meetings.
- Assist the President in maintaining order at all meetings;
- serve as head of the officer nomination's committee.

Executive Board

The committee shall act on behalf of the Booster Club in responsible management of the business affairs of the organization, except for matters decided by a vote in the General Membership Meetings.

The Executive Committee shall consist of:

- A President;
- Vice President;
- Recording Secretary;
- Treasurer;
- And a Parliamentarian

The Executive Committee shall:

- Have expenditures above \$10,000 presented at a General Membership Meeting for approval;
- Approve the President's creation and dissolution of all necessary committees and chairpersons;
- Approve the recommendations of all committees and shall have ultimate responsibility for the actions of these committees;
- Set the time and date of general membership meetings;
- Approve goals and budgets;
- If action on behalf of the Booster Club is necessary before it is reasonable to convene the General Membership meeting, the President shall take such action based on the majority vote of the Executive Board, comprised of the five officers. A report of the action taken shall be made at the next general membership meeting.

Article VI

Committee Chair

The Committee Chair shall:

- Serve as the principal liaison between the committee and the full board;
- Provide an agenda for the specific committee;
- Assign and delegate duties to their committee members;
- Obtain quotes for services and materials when needed.
- Submit receipts for purchases approved by the Executive Board to the treasurer;
- Be responsible for public relations and hospitality of their event.

Article VII

Meetings

Annual Business Meeting

The Annual Business Meeting of the Booster Club shall be held on the last Monday in April unless otherwise specified by the Executive Board.

General Membership Meeting

General membership meetings shall be held on the 1st Wednesday of each month at 6:00 pm in the high school library, unless otherwise publicly posted at least 72 hours in advance. Meetings shall be open to all interested persons.

Voting

All members in good standing by September 1st of the current fiscal year may vote. Votes by proxy will not be accepted.

Quorum

A quorum for the transaction of business at the annual business meeting and at general membership meetings shall be ten percent (10%) of the current membership. A quorum for Executive Board meetings shall be twenty-five percent (25%) of the Executive Board members.

Robert's Rules of Order

Robert's Rules of Order, the latest edition, shall be recognized as the authority governing the meetings of the Booster Club, its Executive Board, and its Committees.

Article VIII

Budget Finance

All monies received by the Booster Club for any purpose shall be deposited to the credit of the Booster Club in a financial institution or institutions selected by resolution of the Executive Board.

After all bills have been paid, 10% of the profit from a specific parent driven sport fundraiser will go into the general LABC financial account. The remaining 90% will be deposited into the individual sport's encumbered funds account.

Funds should be turned in the Treasurer no more than (5) days after it is collected and counted. Deposits should include the London Athletic Booster Club deposit form and it should be signed by two responsible individuals who performed the count of the funds.

At the end of the fiscal year, a dollar amount will be voted on by the Executive Board from the general fund and will be specified for the Scholarship Fund and placed in a separate account.

The President and Treasurer will be the only officers authorized to sign checks. They cannot sign a check issued to themselves.

The disbursement decisions at the Annual business meeting must be distributed on or before June 15th. Allotted scholarship funds will be placed in a separate account.

Expenditures (including encumbered funds) greater than \$500 must have at minimum an email approval of two of the four standing members of the Executive Committee other than the Treasurer.

Article IX

Amendments

Amendments to the bylaws must be approved by a $\frac{2}{3}$ majority vote of the members present at any meeting of the boosters in which a quorum is present, provided such amendments have been posted at least 20 days prior to the meeting.

Article X

Dissolution

Upon dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c)(3) of the Internal Revenue Code, or corresponding section of any future tax code, or shall be distributed to the federal government, or to a state or local government for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

In witness whereof, we have hereunto subscribed our names this ____day of 2023.

Marcus Oriz, President
2023-2024

Amanda Chapa, Vice President
2023-2024

Matthew Watters, Recording Secretary
2023-2024

Conchita Marshall, Treasurer
2023-2024